

Montgomery College
Governance, Academic
Services Council
7 March 2019
SC 151, Rockville
2:00 p.m. -- 3:30 p.m.

Attendees

Members Present: Joel Levine, Kim Murphy, Carol Burbage, Nancy Nyland, Elizabeth Schlackman, Arthur Katz, Adaora Nwigwe, Greg Wahl, Samantha Streamer Veneruso, Monique Davis,

Members Absent:, Amivi Atsu, Eric Benjamin, Debra Bright

Guests: Brad Pabian; Guillermo Layla, College-wide Assessment Center Director; Phil Gillett, Manager of Rockville Assessment Center

Call to Order

Chair, Joel Levine, called the meeting to order at 2:06pm

February 7, 2019 minutes approved with changes—changed *the* to *that* on page 2.

Chair Report

- Excellence in Equity and Inclusion Awards, Nominations due 3/29
- Faculty Associate Nominations 2019-2020
- Spring Administrative Aide Forum, March 13th on Rockville and Germantown Campuses and March 11th on Takoma Park/Silver Spring Campus.
- TP/SS council—toiletry donations to students
- MC Presidential Dialogue Series—exploring the politics of Radical Inclusion, held on March 5th
- ELITE listening tour—March 12-April 3
- Confluence translation conference—Amharic Poet
- New science building construction on TP/SS campus starting at the end of the Spring 2019 semester.

Presentation by Guillermo Layla, College-wide Assessment Center Director

- New software for test requests: Smarter Proctoring—No more paper RFTs
- Works through Learning Management System and available through “tools” in Blackboard
- Features: As soon as a test request is entered, it goes to all three campuses
- Faculty can:
 - Set time that the test opens and closes
 - Make changes to the request up until the time the test becomes available
 - Track student progress from scheduling to completion
 - Submit a test for one student; however, a roster needs to be sent with it, indicating which student should take the test.
- Online Proctoring—available 24/7 through Proctor You
 - Exams are proctored through video monitoring.
 - Students must pay a \$25 fee to take the test through Proctor You. It's \$25

for a two-hour test and \$19.95 for a one-hour test. If the test is four hours, then it's \$25 for the first two hours and \$8.75 for the next two.

- If a student has accommodations and requires double time, then he/she would be charged at the regular rate.

Old Business

- The College Council did not approve the recommendations we made last month regarding the college's helping Amharic students be more successful approved because the wording was not specific enough.
- The recommendations cannot be rewritten. We have to come up with new ones.
- We will table the writing of new recommendations until next semester

New Business

- Joel will not run for chair of the ASC again because his term is up
- Nancy's term is up
- Carol's term as vice chair is up
- We will vote in a new chair and a new vice chair

Meeting adjourned at 3:15pm

Next Meeting: April 11, 2019